



MEMORANDUM

To: Mayor and Members of the City Council

From: Montique McClary, Interim City Manager
Dwan Bell, Public Utilities Director
Jon Hawley, Grants Administrator

Date: September 9, 2022

Re: Consideration - Approval of Service Contract, Pump Station Design Project

BACKGROUND:

This summer, NC Emergency Management (NCEM) awarded the City of Elizabeth City a Disaster Relief and Mitigation Fund grant in the amount of \$570,500 for the Water-Church Street Pump Station (WCPS) Replacement Project, Phase 1. This project proposes to design an upgraded pump station with the capacity to significantly reduce repetitive flooding on and around Grice Street. The project was first proposed in the Tiber Creek Drainage Basin Stormwater Master Plan presented to the City Council on October 28, 2019.

The City Council voted to accept this NCEM grant award on July 11, 2022. Now, to initiate the project, City staff are requesting to use an on-call engineering firm, AECOM, which has provided a service contract for consideration; please see attachments. The service contract is an extension of the City's Master Services Agreement with AECOM.

ANALYSIS:

AECOM's service contract requests \$570,500 to perform the scope of work described in Attachment 1; Attachment 2 is simply incorporating the City's grant agreement with NCEM for reference. The WCPS project includes surveying and information-gathering needed before proceeding to design the upgraded pump station. Deliverables will include preliminary and final construction drawings and permitting. The proposed work matches our grant budget and all costs are grant-eligible. AECOM's period of performance is proposed for October 1, 2022, through June 1, 2024, which is also consistent with our grant term.

The NCEM grant will advance the WCPS replacement to construction-ready, but does not provide funds for construction. City staff are pursuing another grant opportunity to build the new pump station.

STAFF RECOMMENDATION:

By motion, accept the proposed service contract from AECOM for the Water-Church Street Replacement Project, Phase 1, in the amount of \$570,500, and authorize necessary signatures.